

HPCA November 6, 2025 Board Meeting

Location: Melchers House + virtual option

Time: 7:00pm

Attendees: Erik Larsen, Lilly Melcher, Marla Eason, Judy Black, Sandhya Krishnamoorthy, Brooke Pine

Absent: N/A

Guests: none

Agenda:

1. Call to order at 7:13 PM
2. Approval of minutes from October 7, 2025 meeting. Motion to approve (Lilly), second, (Marla) Vote: Unanimous yes
3. Secretary's report – Judy
 - a. New Business
 - i. Fall Fairy question via email. Not an HOA initiative. I did find out that the person who initiates it is going to take a year off and maybe do it every other year. She did say that if anyone wanted to be the initiator this year, she could provide the letter template.
 - ii. Fixed all issues with links to our Board meeting minutes on the website
 - iii. Emailed Leigh Threadgill regarding C of BL hunting and related ordinances
 1. Response: The short answer is that the weapons discharge rules have effectively prevented bow hunting in the city, though those are now potentially subject to change. City Council will hear a report from the city attorney regarding hunting and deer at their meeting next Thursday night. You can read the attorney's legal analysis in the [agenda packet](#).
 2. I responded to the requestor with the above information, as well as letting him know that even if it were legal, we would not be comfortable giving him permission to hunt. I also suggested he attend the C of BL council meeting where they are going to discuss the issue
 - a. He reached out again, wanting to continue the discussion. I didn't reply. Hunting on HOA property is a moot point unless the City changes its' laws.
 3. Published the hunting info on our HOA website as well
 - iv. Idea to rent metal detector
 - v. Nov 15th 2 PM - need gate opened
 1. Remind Angela of HOA property line

- vi. Texted Amy to request she submit any invoice for Glow Party expenses. She responded that she would do so (Oct 8)
 - vii. Responded to a request from the mortgage lender for the Sport house sale. Created a folder on our Drive for these completed requests.
- b. Old business
 - i. Need to work on survey
- 4. Communications Committee – Rhiannon
 - a. Sent email and FaceBook post with details on the Halloween party as soon as they were received (times 2)
 - b. Amy and Rhiannon worked together to develop messaging about Hermitage Helping Hands (FB post, mailbox flyer, email)
- 5. Social Committee - Amy LiCausi
 - a. Reviewed committee duty document and provided input
 - b. Board should review committee duty document
 - c. (reached out to Amy for a report on the Halloween party)
 - d. Hermitage Helping Hands Thanksgiving food drive
- 6. Beautification Committee – Need resident volunteer
 - a. We need to shut off the sprinklers - Erik
 - b. Review committee duty document
 - c. Judy put planting materials in storage at the pool.
- 7. Membership report – Group
 - a. No new membership submissions
- 8. Treasurer's report – Brooke
 - a. Membership Count: There is a discrepancy between the number of memberships that I have documentation for and the actual amount of fees we have received. I have checks/venmo/zelle documents for 76, but have received 79 memberships. I will be doing a deep dive on the applications I have copies of by the end of next week and will confirm these numbers.
 - b. S&T transfer: Due to some of this suring up effort, I realized I have not sufficiently transferred between HOA and S&T. I did not transfer the initiation fees for S&T and will have two additional S&T memberships that need to be transferred. I will wait to complete this transfer until after I have completed the membership review so I can do one transfer for everything, estimated to be approx \$2300.
 - c. November expenses:
 - i. Received one invoice for Landscaping for \$420 dated November 1. Lopez has not responded to a text chain with myself and Lilly regarding any other invoices.
 - ii. Will pay 193.70 to Amy for Glow Party. I was waiting for Halloween expenses to cut a single check/single Venmo/Zelle, but if I have not received by tomorrow I will pay out Glow and wait to receive Halloween receipts.
 - iii. Paid property taxes on both HOA and S&T properties.
 - d. Note: Secretary could not figure out how to paste in the Excel spreadsheet.
- 9. Swim/Tennis Committee – Erik
 - a. Picnic table issue noted (Judy)

- b. Shut off water to restrooms
- c. Chairs into pool house that will fit
- d. All tasks done for the year
- e. Took a stab at updating bylaws for simple majority (notes in project tracker)
 - i. Discussion on terminology between reactivation fee and late fee. The decision was to use "late activation fee".
- f. New folder for the forms for next year, Erik added clarification about the late fee.

10. President's report – Group

- a. Reach out to BL about a date for the meeting - Sunday late afternoon
 - i. April 6 - 10 is Gwinnett spring break
 - ii. In the flyer for the annual meeting be specific about the re-activation/late fee.
- b. No one has come forward to be president
- c. Write up as a policy memorandum, include in annual meeting that people can live out the sellers HOA membership but then they will need initiation fee for the next year. Include leeway for renters - if the owner paid the initiation fee then the renter doesn't have to. Keys should be returned if they move out if mid -membership year. Initiation fee tied to home owner, annual dues tied to the renter. HO responsible for getting us the info on the renter.
- d. Link to the project list provided by Erik.
<https://docs.google.com/spreadsheets/d/1UrxomWixUJXk-M4s0PbtYu8ytLCzSGczS9oS2gpzljw/edit?gid=1152239171#gid=1152239171>

11. December - let's focus on the annual meeting. 2nd & PM

12. Call to adjourn: 8:40

Next Board Meeting Date: December 2nd.